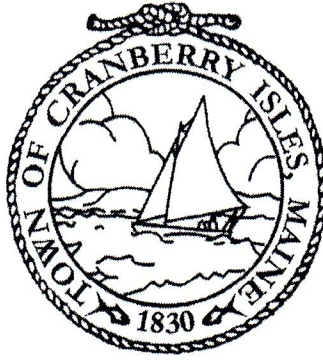


BOARD OF SELECTMEN
RICHARD BEAL, CHAIRMAN

PHIL A. WHITNEY
CHARLES F. DUNBAR

TOWN CLERK / TREASURER

DENISE Mc CORMICK
PUBLIC SAFETY COORDINATOR
KATELYN DAMON



MUNICIPAL ADVISORY COMMISSION

R. AXELROD, M. DONALD
K. WHITNEY, J. BERZINIS
C. DUGGAN, J. AMUSO, K. DAMON

ADMINISTRATIVE ASSISTANT

TO THE SELECTMEN
JAMES FORTUNE

MEETING NOTICE

Joint Budget Workshop Board of Selectmen/Municipal Advisory Committee

The Cranberry Isles Board of Selectmen will a joint budget workshop on
Monday, December 16, 2013 starting at 11:45 A.M.
at the Town Office on Little Cranberry Island

TELECONFERENCING IS AVAILABLE BY CALLING:
1-800-444-2801 AND ENTERING PASS CODE 7950564#

- I. Convene, review agenda
- II. Budget Workshop: Joint Budget Workshop with TCI Selectmen & MAC
- V. Audience Communications
- VI. Adjournment

BOARD OF SELECTMEN

RICHARD F. BEAL, CHAIRMAN

PHIL A. WHITNEY

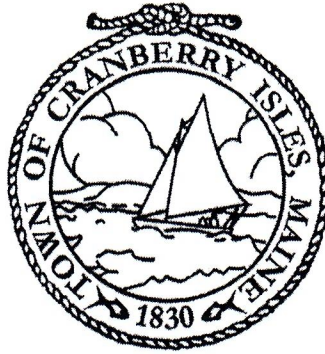
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**Joint Budget Workshop
Board of Selectmen/Municipal Advisory Committee
Meeting Minutes December 16, 2013
Town Office, Islesford**

Attendance:

Richard Beal, Chairman, BOS

Phil Whitney, BOS

Charles Dunbar, BOS

James Fortune, Administrative Assistant

Denise McCormick, Town Clerk

Nanette Hadlock, Deputy Clerk

Ron Axelrod, Chairman, MAC-by Teleconference

Katelyn Damon, MAC

Malcolm Donald, MAC-by Teleconference

I. Convene, review agenda

11:50 A.M. – Chairman Richard Beal calls the meeting to order.

Warrant # 58: 15,316.61

Warrant # 59: 9,855.00

Warrant #60: 33,431.84

Total: 58,603.45

**II. Budget Workshop: Joint Budget Workshop with TCI Selectmen & MAC
Department 51-10, General Government / Town Office:**

- 10-25 Internet: increase from 2013 (\$540) to \$565 proposed for 2014
- 15-05, Supplies Office: decrease from 2013 (\$3,500) to \$3,000 proposed for 2014
- 15-20, Equipment: decrease from 2013 (\$700) to -0- proposed for 2014 (all three staff computers have been updated in the past couple of years)
- Eliminate 20-07 Green Policy: no longer needed in budget for 2014
- 20-10, Admin Expenses Legal: decrease from 2013 (\$20,000), change to \$18,000 proposed for 2014
- 20-15, Leases: Increase from \$7,200 for 2013 to \$9,600 proposed for 2014 (Town renting upstairs room at Town Office for storage)

Department 51-15, General Government / Selectmen:

- 99-50, Contingency: as of today's meeting, there is \$4,900 left in the BOS contingency fund.

Department 51-30, General Government / Assessors

- 30-15, Reevaluation Reserve: Add \$53,000 proposed for 2014. (\$20,000 approved for 2013). The TCI property reevaluation is proposed to take place in 2014.
- 30-20, General Contract: increase from 2013 (\$26,700) to \$27,000 (due to an anticipated increase by RJD Appraisal)

Department 51-40, General Government / Pay Tax:

- 05-20, FICA: moved to 05-25 Pay Tax
- 05-22, Medicare: moved to 05-25 Pay Tax
- 05-24, Federal: moved to 05-25 Pay Tax
- 05-26, State: moved to 05-25 Pay Tax
- 05-25, Pay Tax: increase from 2013 (\$11,525) to \$12,000 proposed for 2014

Department 51-34, General Government / Deputy Treasurer / Deputy Town Clerk:

- 05-05, Compensation Regular: increase from 2013 (\$19,000) to \$20,000 proposed for 2014 (over budget in 2013, no increase in hourly wage for 2014)

***Department 51 Total proposed for 2014:** \$327,400

Department 52-01, Public Safety / Fire Department Zone 1 (GCI):

- 15-20, Supplies, Equipment: increase from 2013 (\$1,000) to \$10,000 proposed for 2014
- 15-24, Supplies, Dry Hydrant: \$3,000 proposed for 2014
- 20-35, Admin. Expenses, Training: \$10,000 proposed for 2014
- 25-15, PW Supplies, Maintenance: \$2,000 proposed for 2014
- 25-20, PW Supplies, Gasoline: decrease from 2013 (\$600) to \$300 proposed for 2014

Zone 1 (GCI) Total proposed for 2014: \$37,600

Department 52-02, Public Safety / Fire Department Zone 2 (Islesford):

- 05-05, Compensation Regular (Fire Chief Compensation): Chief refused compensation for 2013 (\$3,600). Decrease to zero proposed for 2014.
- 10-10, Telephone: Increase from 2013 (\$600) to \$1,200 proposed for 2014 to add costs for internet.
- 15-20, Supplies, Equipment: Decrease from 2013 (\$14,500) to \$10,000 proposed for 2014
- 20-30, Admin. Expenses, Insurance: Increase from 2013 (\$4,000) to \$5,300 proposed for 2014
- 20-35, Admin. Expenses, Training: Decrease from 2013 (\$6,000) to \$5,000 proposed for 2014

- 25-20, PW Supplies, Gasoline: Decrease from 2013 (\$500) to \$300 proposed for 2014

The Islesford Volunteer Fire Department is looking to install a 10,000 gallon cistern by using reserve funds (\$18,455.55 balance as of today's meeting) and also private funds.

Zone 2 (Islesford) Total proposed for 2014: \$25,400

Department 52-03, Public Safety / Fire Department Zone 3 (Sutton):

- 01-01 Budget: Change the heading for 01-01 to "Portable Pump". \$4,600 proposed for 2014

Zone 3 (Sutton) Total proposed for 2014: \$4,600

Department 52-04, Public Safety / EMS:

- 60-40, Ambulance (Islesford): Decrease from 2013 (\$1,000) to \$500 proposed for 2014
At Islesford the EMS is anticipating a "new to us" ambulance to be purchased with Cranberry Isles Rescue reserve funds.
- 60-44, Response Stipend (Islesford): Decrease from 2013 (\$5,250) to \$2,000 proposed for 2014
- 60-46, Training (Islesford): Decrease from 2013 (\$2,500) to \$1,200 proposed for 2014
- 60-47, EMS Conference (Islesford): Decrease from 2013 (\$7,000) to \$5,500 proposed for 2014

- Eliminate Division 60-48, Med / Clearance (Islesford), as it is not needed at this time
 - 61-44, Response Stipend (GCI): Decrease from 2013 (\$2,250) to \$2,000 proposed for 2014
 - 61-46, Training (GCI): Decrease from 2013 (\$1,500) to \$1,000 proposed for 2014
 - 60-47, EMS Conference (GCI): Decrease from 2013 (\$1,500) to \$1,000 proposed for 2014
 - 61-49, EMT Class 14 (GCI): No funds proposed to be budgeted for this division for 2014

Department 52-11, Public Safety / 911 Services:

- 40-25, 911 Services: Increase from 2013 (\$1,087) to \$1,100 proposed for 2014

Department 52-18, Public Safety / Animal Control Officer:

- 15-20, Supplies, Equipment: Decrease from 2013 (\$250) to \$200 proposed for 2014
- 20-35, Admin. Expenses, Training: \$500 proposed for 2014 to train a new ACO

***Department 52 Total proposed for 2014: \$108,500**

Department 53-10, Health / Sanitation / Solid Waste:

- 10-05, Utilities, Electricity: Increase from 2013 (\$700) to \$800 proposed for 2014

- 20-25, Admin. Expenses, Permits: Increase from 2013 (\$375) to \$535 proposed for 2014
- 30-22, Contracts, BCM, Inc.: Increase from 2013 (\$60,542) to \$62,000 proposed for 2014
- Eliminate division 30-45, Barging, as barging is included in the contract
- 70-12, Maintenance Improvement, Capital Improvements: \$1,000 proposed for 2014, same as 2013, (maintenance on recycle centers)

Department 53-12, Health / Sanitation / CEO / Plumbing:

- 05-05, Compensation, Regular: \$8,500 proposed for CEO / LPI (Kim Keene), same as 2013
- Add Department 53-13, Health / Sanitation / Alternate CEO / LPI
05-05, Compensation, Regular: \$2,000 proposed for 2014 for alternate CEO / Licensed Plumbing Inspector (Dennis Dever)

Department 53/22, Health, Sanitation, General Assistance:

- 99-60, General Assistance, Expenses: Decrease from 2013 (\$3,000) to \$2,000 proposed for 2014

***Department 53 Total proposed for 2014:** \$101,635

Department 54-10, Public Transportation / Town Roads:

- 70-10, Maintenance Improvements, Maintenance and Repairs: Increase from 2013 (\$20,000) to \$200,000 proposed for 2014.

Department 54-14, Public Transportation / Garages:

- Change 10-15, Oil / Gas to “Heating Fuel”, increase from 2013 (\$800) to \$1,100 proposed for 2014

Department 54-30, Public Transportation / Public Transportation:

- 20-04, Ferry Service: Increase from 2013 (\$57,456) to \$60,108 proposed for 2014

***Department 54 Total proposed for 2014:** \$315,708

Department 55-10, Education / Schools:

- As of the December 13, 2013 School Board Meeting, the School Department is requesting a loan to finish renovations on the Ashley Bryan School and the Longfellow School buildings.
-

***Department 55 Total proposed (at this time) for 2014:** \$560,000

Department 56-28, Donations, Teaching and Learning Collaborative:

- Decrease from 2013 (\$2,000) to zero proposed for 2014

***Department 56 Total** proposed for 2014: \$22,800

Department 57-16, Debt Service / Southwest Taxable:

- 20-20, Admin. Expense, Bond: Increase from 2013 (\$42,663) to \$43,053 proposed for 2014

Department 57-18, Debt Service / Southwest Tax Exempt:

- 20-20, Admin. Expense, Bond: Increase from 2013 (\$121,894) to \$123,007 proposed for 2014

Department 57-24, Debt Service, Fire Truck 2:

- 20-22, Admin. Expense, Notes: Decrease from 2013 (\$30,000) to \$25,460 proposed for 2014

Department 57-25, Debt Service, County Tax:

- Increase from 2013 (\$80,500) to \$81,000 proposed for 2014

***Department 57 Total** proposed for 2014: \$343,535

Selectman Beal requests a report from the Town Auditor in reference to debts vs. assets, where the Town is at now for comparison.

Department 58, Municipal Facility, Northeast Harbor Lot:

- Increase from 2013 (\$38,500) to \$39,500 proposed for 2014

Department 58-16, Municipal Facility, Manset Lot:

- 70-10, Maintenance Improvements: Decrease from 2013 (\$5,000) to \$4,000 proposed for 2014

Department 58-20, Municipal Facility / Wharves / Floats / Ramps:

- 62-10 (Sutton Island), Maintenance / Repairs: Decrease from 2013 (\$2,500) to \$1,000 proposed for 2014
- 63-16 (Manset), Engineering: Decrease from 2013 (\$10,000) to zero proposed for 2014
- There have been requests for a fourth added skiff float at Great Cranberry Island, and also a request for an additional set of stairs on the opposite side of GCI Dock.

Department 58-24, Municipal Facility / Mansell House:

- 70-12, Capital Improvement: Increase from 2013 (0) to \$20,000 proposed for 2014

Department 58-28, Municipal Facility / Restrooms:

- 61-12 (GCI) Capital: Decrease from 2013 (\$87,000) to zero proposed for 2014.

Department 58-30, Municipal Facility / Town Land:

- 50-34, Gravel Pit: Increase from 2013 (0) to \$3,000 proposed for 2014.

***Department 58 Total** proposed for 2014: \$195,650

The proposed ordinance “Town of Cranberry Isles, Me, Ordinance for Use or Lease of Public Property” will be included in the annual Town report.

Once final budget numbers are proposed, it will be determined if the “increase in property tax levy limit” warrant article will be needed.

The Selectmen suggest public hearings on both islands (GCI and Islesford) be held to discuss the loan proposed for renovations on the Ashley Bryan School and the Longfellow School buildings.

III. Audience Communications

None at this time.

IV. Adjournment: 3:40 P.M.

Richard Beal moves to adjourn the meeting. Phil Whitney seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**